



November 14, 2025

Ms. Dawn Caldwell  
Village Manager  
Village of Romeoville  
1050 West Romeo Road  
Romeoville, IL 60446

**RE: Proposal for Professional Services**

Phase II Engineering Services • Renwick Road Multi-Use Path Improvements, from Prairie Bluff Preserve to IL 53

Dear Ms. Caldwell,

On behalf of V3 Companies, we are pleased to submit this proposal for Professional Engineering Services on the above-referenced project. Our team is committed to delivering comprehensive plans, specifications, and construction estimates that meet the requirements of the Village of Romeoville and the Illinois Department of Transportation (IDOT). **Exhibits A and B** include a detailed summary of our scope and V3 manhours to complete the project, respectively.

This proposal also includes land acquisition services provided by Hampton, Lenzini and Renwick, Inc. (HLR), who will conduct negotiations for the acquisition of right-of-way and easements required for the project, as well as appraisal and appraisal review services if requested by IDOT (refer to **Exhibit C**). Land acquisition will be managed in close coordination with IDOT, prioritizing efficient and compliant processes. Based on discussions with IDOT, it is our understanding that property interests may be secured through Negotiations (‘Donations’) from the Forest Preserve and Lewis University, with all necessary approvals and negotiations handled in accordance with State requirements. To ensure all potential requirements are met, typical appraisal and appraisal review services are also included in our scope and fee, should they be needed during the acquisition process.

COMPENSATION

V3 shall invoice the Village monthly for the actual hours worked.

TASK – PHASE II SERVICES		FEE TYPE	TOTAL
Task 1	Supplemental Topographic Survey	Hourly	\$22,084
Task 2	Plat of Highways & Legals	Hourly	\$52,954
Task 3	Tree Survey & Bat Habitat Assessment	Hourly	\$9,102
Task 4	Wetland Updates / Clearance Renewals	Hourly	\$5,506
Task 5	Wetlands Permitting, Design, & Mitigation	Hourly	\$16,765
Task 6	Wetlands USACE Nationwide Permitting (if necessary)	Hourly	\$12,363
Task 7	Special Waste Assessments (Preliminary Site Investigation)	Hourly	\$17,174
Task 8	Drainage Design & Stormwater Report and Permitting	Hourly	\$80,445
Task 9	Plans, Specifications, & Estimates	Hourly	\$136,301

Task 10	Utility Coordination	Hourly	\$8,668
Task 11	Agency Coordination & Meetings	Hourly	\$12,784
Task 12	Quality Assurance/Quality Control (QA/QC)	Hourly	\$11,830
Task 13	Project Administration and Management	Hourly	\$10,205
Task 14	Constructability Reviews	Hourly	\$3,770
Task 15	Bid Support & Phase III Coordination	Hourly	\$10,466
<b>Sub-Total Phase II Design Fees:</b>			<b>\$410,415</b>
Reimbursable Expenses (Refer to <b>Exhibit D</b> for breakdown)		Budgeted	\$64,510
<b>Total Phase II Services Fee (Not to Exceed):</b>			<b>\$474,925</b>

V3 Companies is dedicated to providing high-quality engineering services and ensuring the successful completion of this important project. We look forward to collaborating with the Village of Romeoville and all stakeholders to deliver a multi-use path that enhances connectivity and safety for the community.

Please feel free to contact me at 630.212.3264 with any questions or to discuss the proposal further.

Sincerely,

V3 COMPANIES, LTD.



Elora Hsu, P.E.

Project Manager



Kurt Corrigan, P.E.

Vice President of Municipal Services

Accepted For:

VILLAGE OF ROMEOVILLE

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



## EXHIBIT A

### Renwick Road Multi-Use Path – Phase II Engineering

Section No. 22-00092-00-BT

## SCOPE OF SERVICES – PHASE II ENGINEERING

The following is the scope of services necessary to successfully deliver plans, specifications and construction estimates to the Village of Romeoville for the Renwick Road Multi-Use Path Improvements, from Prairie Bluff Preserve to IL Route 53. Due to the Illinois Transportation Enhancement Program (ITEP) funding received for Construction, the services will meet Village of Romeoville and IDOT Bureau of Local Roads and Streets policies, procedures and guidelines.

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### TASK 1 SUPPLEMENTAL TOPOGRAPHIC SURVEY

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V3 will pick up any additional survey necessary to complete the construction documents. Trees are not included in this Task 1 exercise and shall be included under Task 3 below. A full topographic survey was completed during Phase I and this task is intended to provide more detail, as necessary as the construction documents are developed.

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### TASK 2 PLAT OF HIGHWAYS

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A Plat of Highways along with legal descriptions shall be prepared conforming to IDOT guidelines. The Plat shall also conform to those requirements necessary for recording in Will County, Illinois and to Section 765 IL CS 205/9 of the Illinois Compiled Statutes. Iron rods (5/8" in diameter) shall be set at new right-of-way corners and at the intersection of any property lines and new right-of-way lines. Title commitments will be reviewed and processed through CAD for development of the Plat of Highways.

V3 will acquire and review title documents for each property requiring acquisition. It is anticipated that up to 6 parcels will require title commitments. Please note that on recent projects title information has been taking 2-3 months. In the event that negotiations require updated or new title documentation above and beyond the estimated amount included in the costs, the Village will be responsible for reimbursing these direct costs.

Land acquisition services, such as appraisals and negotiations, will be provided by Hampton, Lenzini and Renwick, Inc. (HLR). Scope of services and fee are included.

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### TASK 3 TREE SURVEY & BAT HABITAT ASSESSMENT

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V3's International Society of Arboriculture (ISA) certified arborist will tag, identify, assess, and locate all deciduous trees with a trunk size of 3 inches and greater. The tree survey data will include the location, size and species (both scientific and common names), and a health rating. Additionally, all trees exhibiting bat habitat characteristics will be logged and surveyed. The tag number, diameter, and tree species will be recorded for each tree identified. A rating will be assigned to each tree which will consider the size, species, condition, location, and aesthetics of each. A summary table will be prepared listing the scientific name, common name, DBH, and rating of each tree identified. Survey grade equipment will be utilized so that tree locations can be put on to the engineering plans.

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### **TASK 4 WETLAND REPORT UPDATE/CLEARANCE RENEWALS**

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In 2022, V3's wetland specialists conducted the wetland delineation for the project corridor. Since that time, the Federal Waters of the U.S. (WOTUS) rules and regulations have changed. In accordance with the March 12, 2025 Memorandum to the Field Between the U. S. Department of the Army, U. S. Army Corps of Engineers and the US Environmental Protection Agency Concerning the Proper Implementation of "Continuous Surface Connection" Under the Definition of "Waters of the United States" under the Clean Water Act, in order for a wetland to be considered adjacent to a jurisdictional waterway or tributary, it must have a continuous surface connection because it directly abuts the waterway making it difficult to determine where the water ends and the wetland begins. Surface connections through a discrete water feature such as a ditch, swale, pipe or culvert do not constitute a continuous surface connection.

V3's previous opinion of wetland Areas 1, 2, and 3 in 2022 that are within and adjacent to the project corridor was that the wetlands were under U.S. Army Corps of Engineers (USACE) Chicago District jurisdiction. Based on the new WOTUS guidance and the March 12, 2025 memorandum, wetland Areas 1, 2, and 33 within the project corridor may not be considered jurisdictional by the USACE.

As part of this scope, V3 will update the 2022 wetland delineation report in preparation for a USACE jurisdictional determination/No Permit Required submittal to obtain the official ruling of jurisdiction from the USACE on these areas. The threatened and endangered species consultations are currently expired and will be updated as part of this scope.

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### **TASK 5 WETLANDS PERMITTING, DESIGN, & MITIGATION**

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#### **USACE APPROVED JURISDICTIONAL DETERMINATION (AJD)/NO PERMIT REQUIRED (NPR) SUBMITTAL**

The USACE Chicago District now requires a level of engineering plans as part of the jurisdictional determination/no permit required submittals. V3 will prepare the required documentation and submit the AJD/NPR to the USACE Chicago District using their new online portal system. The USACE review may take 3 to 6 months to obtain. To prepare for all outcomes, should the USACE take jurisdiction of any of the wetlands where impacts are proposed, scope and fee for a USACE Nationwide Permit 14 (Transportation Projects) has been included in this document as "If Required".

#### **NATIVE PLANTING DESIGN AND MANAGEMENT & MONITORING PLAN (MMP) (IF NECESSARY)**

If native plantings are required for buffer restoration within the project area adjacent to an existing wetland or within the corridor in general, V3 will design the native plantings for the project. This may be required for buffer impacts. This design will include proposed native plantings, native seed mixes, and planting specifications. If native plantings are designed within the project corridor, V3 will also prepare and submit the proposed management and monitoring plan (MMP) for the proposed native plantings within the corridor. This proposed monitoring and management plan will include seed and plant lists, recommended specifications, and management activities to be performed over a period of time.

# EXHIBIT A

## Renwick Road Multi-Use Path – Phase II Engineering Section No. 22-00092-00-BT

### **VILLAGE OF ROMEOMVILLE & IDNR WETLAND COORDINATION**

V3 will prepare wetland documentation as part of the overall Stormwater Permit submittal to the Village of Romeoville documenting agency requirements and jurisdiction. Coordination with the IDNR as it relates to the Illinois Wetland Policy Act (IWPA) will be required. Wetland mitigation coordination will occur with the IDNR per the IPWA.

### **WETLAND PROJECT MEETINGS/COORDINATION**

V3 will schedule and attend meetings at the Client's request with either the Village of Romeoville, USACE, IDOT, IDNR, or any other agency to discuss the proposed project. This task includes project meetings and minimal project coordination not requiring a separate agreement. This task may include some work outside the scope of this proposal. The extent of the additional work may be dictated by a regulatory agency review or by requests for additional information from the CLIENT, project engineer, and/or project contractors. Because the scope of the response needed cannot be determined in advance, this service is provided on an hourly-fee basis. If the additional service requested appears to be substantial, it may be provided as the subject of a separate agreement. Work completed under this task is not included in other fees and is billed on an hourly basis. This task also includes internal QA/QC reviews and processes of documents produced by V3 during the project.

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### **TASK 6 WETLAND USACE NATIONWIDE PERMITTING (IF NECESSARY)**

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#### **USACE NATIONWIDE PERMIT 14 SUBMITTAL (IF NECESSARY)**

Should the USACE Chicago District take jurisdiction of wetland areas 1, 2, or 3 as a result of the jurisdictional determination request, and proposed impacts will occur to those jurisdictional wetlands as part of the project, a USACE Nationwide Permit 14 will be required. In this case, and if required, V3 will prepare the required documentation for USACE Nationwide Permit 14 (Transportation Projects) and will submit the documentation to the USACE for their review and approval.

#### **RESPONSE TO AGENCY WETLAND/WATERS PERMIT REVIEW COMMENTS (IF NECESSARY)**

Should comments be received from the USACE, the Village of Romeoville, IDOT, or IDNR pertaining to wetlands, Waters, isolated waters, and/or associated buffers/Riparian areas, V3 will prepare the necessary responses to the commenting agency. V3 will prepare and submit any applicable responses generated from comments received.

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### **TASK 7 CCDD SOIL DISPOSAL EVALUATION - PSI**

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Based on a review of the Phase I documents, it is assumed the project will require a Preliminary Site Investigation (PSI). V3 will conduct a PSI using IDOT standards and guidance. The PSI will be in accordance with IL Title 35 Part 1150 Subtitle J: Clean Construction or Demolition Debris. It should be noted that CCDD facilities and Uncontaminated Soil Fill Operations are privately owned and maintain the right to accept or reject materials on any criteria decided on by the facility. Consequently, adherence to IL Title 35 Part 1150 Subtitle J does not guarantee acceptance at every CCDD facility. This proposed scope of work is consistent with IL Title 35 Part 1150 Subtitle J and industry standards.

# EXHIBIT A

## Renwick Road Multi-Use Path – Phase II Engineering Section No. 22-00092-00-BT

The PSI will be conducted to screen and characterize potentially excavated soils generated from proposed construction activities that cannot be reused or managed onsite. The PSI will include the following tasks:

- Review the findings of the Preliminary Environmental Site Assessments (PESAs) and determine if there are any updates in regard to potential environmental conditions.
- A soil sampling plan will be developed based on the estimated excavation depths of proposed construction activities and the historic use of properties adjacent to project ROW.
- Drilling services will be provided subcontracted by V3. To the extent possible, environmental soil sampling will be conducted simultaneously with the geotechnical drilling.
- Soil sampling will be conducted by a V3 geologist or environmental engineer.
- Sample analysis will be performed by an Illinois NELAP accredited laboratory.
- The field sampling activities and the lab analytical result will be detailed in the PSI Report which will include LPC 662 and 663 forms to certify soils qualifying for CCDD disposal.

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### TASK 8 DRAINAGE DESIGN & STORMWATER REPORT AND PERMITTING

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#### VILLAGE OF ROMEOVILLE STORMWATER MANAGEMENT REPORT AND PERMIT

Currently, Renwick Road is drained by ditches to the various outlet locations along the right-of-way. There is no mapped regulatory floodplain or floodway within the project boundary.

It is proposed that a multi-use path be installed next to the road and the existing outlets will be maintained. The roadway will be drained by ditches and storm sewer to the existing outlets. New impervious area will be added due to the new bike path. The Will County Stormwater Ordinance requires stormwater detention for Right-of-Way (ROW) projects that produce over two acres of new impervious area. The proposed project will create less than two acres of new impervious area and therefore, bike path projects are not required to provide detention storage. The Renwick Road storm sewer systems and ditches will be designed to convey the 30-year design storm using Bulletin 75 rainfall.

V3 will prepare a stormwater management report and permit application to the Village of Romeoville for the proposed project. The report will contain all calculations, exhibits, and narrative needed to secure the permit including, but not limited to, impervious area calculations, storm sewer inlet spacing, and storm sewer capacity and hydraulic grade line calculations.

#### IEPA NOI Submittal

The proposed project includes greater than 1 acre of disturbed area. V3 will prepare a Notice of Intent (NOI) submittal to the Illinois Environmental Protection Agency (IEPA) to obtain National Pollutant Discharge Elimination System (NPDES) coverage for construction site discharges. This task also includes coordination with the Illinois Department of Natural Resources (IDNR) for historic preservation and ecological compliance and preparation of Stormwater Pollution Prevention Plan (SWPPP) documents.

# EXHIBIT A

## Renwick Road Multi-Use Path – Phase II Engineering

Section No. 22-00092-00-BT

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### TASK 9 PLANS, SPECIFICATION & ESTIMATES

Construction plans and specifications for the roadway improvements will be prepared in accordance to Village of Romeoville and IDOT standards and guidelines at 60% (preliminary), 90% (pre-final) and 100% (final) stages. The plans will consist of the following sheets:

PLAN SHEETS	SHEET COUNT
Title Sheet	1
Index of Sheets, Highway Standards, General Notes, Commitments	1
Summary of Quantities	4
Schedules of Quantities (Earthwork Only)	2
Typical Sections	3
ROW Plats/Plat of Highways	8
Alignment, Ties and Benchmarks	2
Maintenance of Traffic – General Notes	1
Maintenance of Traffic – Typical Sections	2
Maintenance of Traffic – Staging Plans (50-scale)	7
Removal and Erosion Control Plans (20-scale)	9
Multi-Use Path Plan and Profile (20-scale)	18
Drainage Plan and Profile (20-scale)	18
ADA Details (5-scale)	3
Landscaping Plans and Pavement Marking Plans (20-scale)	9
Construction Details	8
Proposed Traffic Signal Modification Plans	4
Traffic Signal Details	7
Cross Sections	66
<b>TOTAL PLAN SHEETS</b>	<b>173</b>

V3 will prepare quantity computations and engineer's opinion of probable construction costs at the 60%, 90% and 100% stages of the project. The computed quantities will serve as the basis for the Summary of Quantities sheet and the engineer's opinion of probable construction costs.

Specifications and special provisions will be prepared at the pre-final (90%) and final (100%) stages of the project. Where a project item contains work, material, unique sequence of operations or any other requirements that are not included in the Standard Specifications for Road and Bridge Construction, Supplemental Specifications and Recurring Special Provisions or BDE Special Provisions, a project specific Special Provision will be written.

Plans, specifications and estimates will be submitted to the Village, local agencies and utility companies for review at the 60%, 90% and 100% stages. All documents will be revised based on comments received from reviewing agencies. A disposition of comments will be prepared with each resubmittal.

### TASK 10 UTILITY COORDINATION

# EXHIBIT A

## Renwick Road Multi-Use Path – Phase II Engineering

Section No. 22-00092-00-BT

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Timely coordination with the utility companies is important to meeting the design and construction schedule. The following is included under this task:

- V3 will prepare letters and exhibits to initiate coordination with utility companies within the project corridor.
- V3 will review and identify potential utility conflicts according to the proposed design.
- Utility Coordination Field Verification Meetings – up to two (2) field meetings with one V3 project team member present. Hours for utility coordination meetings are included in the meetings task below.

Plans will be submitted to private utility companies at the 60%, 90% and 100% level of completion in order to coordinate any required utility adjustments/relocations.

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### TASK 11 AGENCY COORDINATION & MEETINGS

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V3 will attend meetings as required throughout the duration of the project. Anticipated meetings could include, but are not limited to:

- Phase II Project Kick-off Meetings (4)
  - Village of Romeoville
  - IDOT
  - Lewis University
  - Forest Preserve District of Will County
- Project Coordination and/or Status Meetings (as necessary)
  - Village of Romeoville
  - Federal Aviation Administration (FAA)
  - Forest Preserve District of Will County
  - WCDOT
  - IDOT
  - Lewis University Airport
  - City of Crest Hill
  - Other local stakeholders, if necessary (up to 2 meetings)
- V3 Participation
  - Up to two V3 representatives will attend meetings as required throughout the project duration.

The scope also covers preparing detailed exhibits and comprehensive meeting minutes for all meetings to support documentation and decision-making.

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### TASK 12 QUALITY ASSURANCE/QUALITY CONTROL

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V3 will perform in-house quality control reviews to ensure that plans, specifications, cost estimates, reports and other computations or assumptions, that form the basis for any deliverable, are correct and meet the standards and guidelines for the element or system. These quality control reviews will occur prior to submittal of any deliverable to the Village and IDOT. The Project Manager will be responsible for the oversight of the QA/QC procedures and quality control reviews of the documents submitted for the project.



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#### **TASK 13 PROJECT ADMINISTRATION & MANAGEMENT**

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Project administration and management for the project will be performed by the Project Manager. V3 will prepare and submit a project schedule to the Village for review and approval. The project schedule will be utilized for scope of work reviews, work-hour planning and budget control. The project schedule will be updated as work progresses. If requested, V3 will also prepare monthly progress reports.

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#### **TASK 14 CONSTRUCTABILITY REVIEWS**

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Internal constructability reviews will be conducted for the pre-final (90%) and final (100%) submittals. If needed, the project team will meet with Village staff after the constructability review to present their findings and discuss alternative construction methods or construction staging options and cost savings alternatives.

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#### **TASK 15 PHASE III AND BID SUPPORT**

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During the bidding phase, V3 will:

- Attend Pre-Bid Meeting (up to two V3 representatives)
- Provide responses to bidder questions and answer RFI's that arise during the bidding phase.
- Issue any addendums to perspective bidders as required to interpret or clarify the Bid Documents.
- Assist the Village of Romeoville in reviewing the bid proposals and prepare a recommendation of award of contract letter.



## EXHIBIT B

Renwick Road Multi-Use Path Phase II Engineering Services  
From Prairie Bluff Preserve to IL Route 53  
Romeoville, IL  
Section No. 22-00092-00-BT  
Summary of V3 Manhours

	TASK	MANHOURS										TOTAL V3 Hours	TOTAL Cost
		Proj Director	Project Manager	Project Engineer	Design Engineer	CAD Tech	Project Scientist	Scientist	Land Architect	Survey Field	Survey Tech	Project Coordinator	
5%	<b>1 Supplemental Topographic Survey</b>												
	Field Data Collection									110			110 \$16,027
	Data importing, Processing and Drafting					30							30 \$5,115
	PLS QC Topo			4									4 \$942
	<b>1 Supplemental Topographic Survey</b>	0	4	0	0	30	0	0	0	110	0	0	144 \$22,084
4%	<b>2 Plat of Highways and Legals</b>												
	CAD preparation of the Plat-of-Highways		18								80		98 \$15,401
	Review updated title commitments (6)		18								20		38 \$7,031
	Prepare legal descriptions of ROW/EASE acquisition parcels		10								10		20 \$3,751
	PLS QC POH and legal descriptions		56										56 \$13,194
	Revisions to POH and legal descriptions		20								20		40 \$7,502
	Set all Proposed ROW taking corners		6							32			38 \$6,076
	<b>2 Plat of Highways and Legals</b>	0	128	0	0	0	0	0	0	32	130	0	290 \$52,954
3%	<b>3 Tree Survey &amp; Bat Habitat Assessment</b>												
	Tree Identification Fieldwork (Locating, Measuring, & Assessment of 6 inch DBH and Above trees-Also includes Bat Habitat Assessment for Trees 3 inches and above)		2				24	40					66 \$7,936
	Summary Table Preparation						8						8 \$1,166
	<b>3 Tree Survey &amp; Bat Habitat Assessment</b>	0	2	0	0	0	32	40	0	0	0	0	74 \$9,102
3%	<b>4 Wetland Updates / Clearance Renewals</b>												
	Wetland Report Updates / Clearance Renewals	4	2				16	16					38 \$5,506
	<b>4 Wetland Updates / Clearance Renewals</b>	4	2	0	0	0	16	16	0	0	0	0	38 \$5,506
3%	<b>5 Wetlands Permitting, Design, &amp; Mitigation</b>												
	USACE Approved Jurisdictional Determination (AJD)/ No Permit Required (NPR) Submittal	2	4				16						22 \$3,832
	Native Planting Design & MMP		4				30						34 \$5,313
	Village of Romeoville & IDNR Wetland Coordination	1	4				24						29 \$4,718
	Wetland Project Meetings/Coordination		4				8	8					20 \$2,902
	<b>4 Wetland Updates / Clearance Renewals</b>	3	16	0	0	0	78	8	0	0	0	0	105 \$16,765
2%	<b>6 Wetlands USACE Nationwide Permitting (IF NECESSARY)</b>												
	USACE Nationwide Permit 14 Submittal		8				24	24					56 \$7,762
	Response to Agency Wetland/Waters Permit Review Comments	4	4				12	8					28 \$4,600
	<b>6 Wetlands USACE Nationwide Permitting (IF NECESSARY)</b>	4	12	0	0	0	36	32	0	0	0	0	84 \$12,363
5%	<b>7 Special Waste Assessments</b>												
	Preliminary Site Investigation (PSI)		20				20	90				8	138 \$17,174
	<b>7 Special Waste Assessments</b>	0	20	0	0	0	20	90	0	0	0	8	138 \$17,174
19%	<b>8 Drainage Design &amp; Stormwater Report and Permitting</b>												
	<b>Drainage Design Engineering Plans</b>												
	Drainage and Utility Sheets (Prairie Bluff FP Entrance Drive to IL Route 53)			96		8							104 \$18,030
	Drainage Schedules			60									60 \$10,416
	Drainage Detail Sheets			6									6 \$1,042
	Drainage Removals			10									10 \$1,736
	Drainage Quantities			8	30								38 \$5,202
	Storm Sewer Design, Inlet Spacing, Capacity & HGL Calculations		4	30	36								70 \$10,726
	Ditch Design & Capacity Calculations		4	40	36								80 \$12,462
	<b>Will County Stormwater Report &amp; Permit Application</b>												
	Agency Coordination, Meetings, Addressing Comments		2	12	24								38 \$5,605
	Will County Watershed Development Permit Application		6	20	40								66 \$9,970
	Prepare SWPPP documents & information necessary for NPDES permit submittal		2	10	24								36 \$5,258
	<b>8 Drainage Design &amp; Stormwater Report and Permitting</b>	0	18	292	190	8	0	0	0	0	0	0	508 \$80,445



# EXHIBIT B

## Renwick Road Multi-Use Path Phase II Engineering Services From Prairie Bluff Preserve to IL Route 53 Romeoville, IL Section No. 22-00092-00-BT Summary of V3 Manhours

	TASK	MANHOURS										TOTAL V3 Hours	TOTAL Cost
		Proj Director	Project Manager	Project Engineer	Design Engineer	CAD Tech	Project Scientist	Scientist	Land Architect	Survey Field	Survey Tech	Project Coordinator	
36%	<b>9 Plans, Specifications, &amp; Estimates</b>												
	Geometric Refinements to the Phase I												-
	Horiz. + Vert. geometric updates to Phase I Design per Lewis/Forest Preserve early coordination			40									40
	<b>Traffic Signal Design</b>												-
	Traffic Signal Modifications at Prairie Bluff Preserve and Renwick Road		4	4	40								48
	Traffic Signal Modifications at IL Route 53 and Renwick Road		4	8	40								52
	<b>Agency Reviews (WCDOT, IDOT &amp; Forest Preserve)</b>												-
	Address Comments Per Each Agency		4	24	80								108
	<b>Land Acquisition Coordination with Sub</b>												-
	Coordination with HLR (Land Acq IDOT Process)		4	4									8
	<b>P,S,&amp;Es (Preliminary, Pre-Final, &amp; Final Submittal)</b>												-
	173 Sheets at 4 hours per sheet		12	120	480	80							692
	<b>9 Plans, Specifications, &amp; Estimates</b>	0	28	200	640	80	0	0	0	0	0	0	948
2%	<b>10 Utility Coordination</b>												
	Letter & Plans to Utility Companies (utility log set-up, submittals, coordination)			8								8	16
	Identification and potential resolutions to utility conflicts		2	8	12								22
	Field Meetings		4	4									8
	Coordination meetings, As Necessary		4	4									8
	<b>10 Utility Coordination</b>	0	10	24	12	0	0	0	0	0	0	8	54
3%	<b>11 Agency Coordination &amp; Meetings</b>												
	Project kick off meeting with Village of Romeoville		4		4								8
	Project kick off meeting with Lewis University		4		4								8
	Project Status Meeting(s) with Village of Romeoville, Forest Preserve District of Will County, WCDOT, IDOT, Lewis University	4	8		12								24
	Airport, City of Crest Hill, etc. As Necessary												
	Prepare exhibits/meeting minutes for meetings	0	4		24	8							36
	<b>11 Agency Coordination &amp; Meetings</b>	4	20	0	44	8	0	0	0	0	0	0	76
2%	<b>12 QA/QC</b>												
	Hours required for reviews of various stages of Phase I/II components of design.	12	36										48
	<b>12 QA/QC</b>	12	36	0	0	0	0	0	0	0	0	0	48
2%	<b>13 Project Administration and Management</b>												
	Project administration set up tasks		4										4
	Project team meetings (bi-weekly half-hour meetings total with upto 3 staff present)		12	12	12								36
	Invoice and billing reviews (Phase II Project Duration: March 2026 to Jan 2028)		12										12
	<b>13 Project Administration and Management</b>	0	28	12	12	0	0	0	0	0	0	0	52
2%	<b>14 Constructability Reviews</b>												
	Constructability Reviews		16										16
	<b>14 Constructability Reviews</b>	0	16	0	0	0	0	0	0	0	0	0	16
2%	<b>15 Bid Support &amp; Phase III Coordination</b>												
	<b>Bid Support</b>												-
	Provide reponses to bidder question		2	4									6
	Addendums support or clarify bid documents		2	4									6
	<b>Phase III Support &amp; Coordination</b>												-
	Review shop drawings		2	4									6
	Attend any necessary field meetings (assume 2)		2	8									10
	RFI Response Assistance		4	24									28
	<b>15 Bid Support &amp; Phase III Coordination</b>	0	12	44	0	0	0	0	0	0	0	0	56
100%	<b>TOTAL HOURS (V3)</b>	27	352	572	898	126	182	186	0	142	130	16	2,631



## Hampton, Lenzini and Renwick, Inc.

Civil Engineers • Structural Engineers • Land Surveyors • Environmental Specialists  
www.hltreengineering.com

November 12, 2025

Elora I. Hsu, PE  
Project Manager – Transportation and Municipal  
V3 Companies  
7325 Janes Avenue  
Woodridge, IL 60517

### RE: Land Acquisition Services – Renwick Road Multi-Use Path

Dear Elora,

Below is the Scope of Services and fee proposal for the supplemental appraisal for the Renwick Road Multi-Use path project.

### SCOPE OF SERVICES

- I. Appraisals – HLR will prepare an appraisal of the property(ies) that right-of-way or easements will be necessary. Appraisals will cover the following property PINs:
  - 11-04-16-400-021
  - 11-04-16-400-025
  - 11-04-22-100-009
  - 11-04-21-200-007
  - 11-04-20-200-001
- II. The appraisal will determine the value of the right-of-way and easements based on standard appraisal practices. Specific tasks to meet these requirements and included in this scope are listed below. Additional requirements requested by the Client's legal counsel will require additional compensation.
  - a. Estimate the compensation to be paid by the City of Romeoville to individual property owners for the rights to be acquired for the Renwick Road & 9th Street Multi-Use project.
  - b. The reports will be prepared in compliance with the Uniform Standards of Professional Appraisal Practice (USPAP). The reports will be presented in accordance with and are intended to comply with the reporting requirements as set forth in Standard 2-2. Supporting documentation will either be included in the report as addenda exhibits or held in our work files. The depth of discussion in the report will be specific to your needs.
  - c. The definition of market value to be used in this report is the definition cited below.

*The fair cash market value of a property in an eminent domain proceeding is that price which a willing buyer would pay in cash, and a willing seller would accept, when the buyer is not compelled to buy and the seller is not compelled to sell. In accordance with 49 CFR Part 24 and IDOT's Land Acquisition Policies and Procedures Manual, in opining on the value of the property before the taking, the appraiser shall*

*disregard any decrease or increase in the fair market value of real property prior to the date of valuation caused by the public improvement for which such property is acquired, or by the likelihood the property would be acquired for such improvement, other than that due to physical deterioration within the reasonable control of the owner. This situation is considered to be a hypothetical condition for the purposes of this appraisal. The use of this hypothetical condition may affect the assignment results.*

*Any decrease or increase in value caused by the actual acquisition of a part of the property must be considered in opining on the value of the remainder after taking. Such changes in value are parcel specific.*

- d. In the event of a partial acquisition where there is a remainder property, any appreciation or depreciation caused by the contemplated improvement shall be considered when determining the fair cash market value of the remainder. Any increase or decrease in value caused by the actual acquisition of a part of the property must be considered in estimating the value of the remainder after taking.
  - e. Research will be completed to identify appropriate market data.
  - f. Information will be obtained from public and private sources including our files and available public records (e.g. city, county and township records). When possible, information will be verified by someone directly involved in the sale. At a minimum, sales will be verified by a public record.
  - g. If compliance with all USPAP requirements is not possible and a Jurisdictional Exception is used the exception must be explained by indicating what USPAP rule is being broken and the valid reason for the non-compliance.
  - h. The appraisal reports and, if necessary, appraisal review reports will be completed by Illinois Certified General Appraisers who are on the approved IDOT Appraiser lists.
- III. IDOT Review – If the project includes federal funding, this task will take place after Illinois Department of Transportation (IDOT) reviews and approves the plats and legals for the property.
- IV. Client Review – This project does not include federal funding. Therefore, IDOT review is not necessary. Appraisals will take place after the Client reviews and approves the plats and legals for the property.
- V. Specialty Report – In the event that there are costs that are difficult to determine or there are mitigation measures that can make the property whole again without permanent damage, a Specialty Report can be requested by the client. This additional service cost would require additional compensation.
- VI. Review Appraisals – Federally funded projects will require a review appraisal to ensure to confirm the appraised cost of the right-of-way or easements is in line. Specific tasks to meet these requirements and included in this scope are listed below. Additional requirements requested by the Client's legal counsel will require additional compensation.
- a. In accordance with 49 CFR 24.104 and USPAP Standards Rule 3, the review appraiser will prepare an appraisal review report to support the approved value selected for the use as the basis for acquisition purposes. This report shall contain the following information, either in a simple format or a more complex format as required for the review assignment:
    - i. Scope of work being reviewed and the scope of work of the review assignment;

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- ii. Examination of the presentation and analysis of the appraisal report and the development of an opinion as to completeness, adequacy, appropriateness of appraisal methods and techniques used;
  - iii. Identification of client, intended use and intended user(s);
  - iv. Identification of any damages or benefits to any remaining property identified in the appraisal; and
  - v. A signed certification
- b. This appraisal assignment will comply with the following standards, laws regulations, and policies:
- i. The Uniform Relocations Assistance and Real Property Acquisition Policies Act of 1970, as amended (Uniform Act) and its implementing regulation 49 CFR part 24.\
  - ii. The Uniform Standards of Professional Practice (USPAP), and
  - iii. The Illinois Department of Transportation's Land Acquisition Policies and Procedures Manual.
- c. The report will be reviewed to determine if the appraiser has complied with the required IDOT standards in accordance with 49 CFR 24.104 and the requirements of the Uniform Standards of Professional Appraisal Practice (USPAP). My report is intended to comply with the requirements of Standard 3 and is prepared on this form as developed and required by IDOT.
- d. In the event that the reviewer completes their own independent research of the subject property and any additional information and data or the reviewer has documented the attached appraisal, this will be so stated in the review appraisal report. Otherwise, the review will be based on only the data and information provided by the appraiser of record for the appraisal report.
- e. If the reviewer disagrees with any of the appraiser's conclusions, the basis for this opinion is explained and supported as part of the review report. The appraiser's report that is to be reviewed will be attached and considered part of the review report. Unless noted otherwise, the reviewer has accepted the factual data reported by the appraiser.
- f. The purpose of the appraisal review certification report is to evaluate the methods, techniques, and conclusions in the appraisal report and compliance with IDOT policies and procedures.
- g. The review report is intended to be used as the basis for an offer of compensation to the property owner for the property rights to be acquired. No other use is intended.
- h. The definition of market value used in this report is the definition required by IDOT as noted on page two of the review report.
- i. A field review of the subject property will be completed. The field review of the property will be limited to observation from public areas only; The property owner will not be contacted. A field review of the market data included in the report by the appraiser will be completed.

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- j. Verification of Market Data: The facts on market data, reported by the appraiser, will be verified from an available public record or source.
  - k. The intent of the review report is to judge the appraisal report's credibility with respect to the use of proper appraisal methods, reasonable analysis of data, and adequate support for conclusions. The review is not intended as a separate appraisal report of the property. Acceptance of the report indicates that the methods, analysis, and support for conclusions in the report are reasonable and adequately supported. Acceptance of the report does not imply agreement with the appraiser's conclusions.
- VII. Negotiations – HLR will negotiate the acquisition of the right-of-way and/or easements on behalf of the client in accordance with IDOT requirements. Negotiations, in accordance with IDOT requirements, are necessary for all federally funded projects. Specific tasks to meet these requirements and included in this scope are listed below. Additional requirements requested by the Client's legal counsel will require additional compensation.
- a. The negotiator will personally contact the property owner(s) and offer to meet in-person to discuss the project and the acquisition process.
  - b. The negotiator will personally present the approved fair market value of the property (offer to purchase) to the property owner(s).
  - c. The negotiator will document all efforts in the Negotiator's Report which shall contain the names and addresses of all interested parties and, if necessary, a recommendation for further action. The negotiator shall maintain and submit this completed report to the Client upon request.
  - d. The negotiator will personally contact the property owner(s) a minimum of three times and will continue contacts for up to nine (9) months to attempt to reach a negotiated settlement. The negotiator will determine that a parcel cannot be successfully negotiated if an agreement has not been reached within nine (9) months from the date the offer is presented. If condemnation is unavoidable, the negotiator will continue to attempt to negotiate a settlement until the petition to condemn the parcel has been filed and will be available in the event a settlement is reached.
  - e. The negotiator will review title exceptions and obtain "clear" title. The negotiator will attempt to obtain "clear" title for three (3) months from the date conveyance documents are presented to the property owner(s) for signature.
  - f. The negotiator will obtain proper documentation to secure an adequate interest for the purpose for which it is being acquired.
  - g. The negotiator will be available to meet with Client personnel regarding status.
  - h. The negotiator's files will be available for review by the Client.
  - i. Negotiations will be performed in compliance with IDOT Land Acquisition Policies and Procedures.
  - j. Negotiation services will include obtaining right-of-way certification by IDOT, if required.

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- k. Fees do not include title commitments or later dates. Recording fees, title insurance policy fees, lender's fees related to the processing of any partial releases, trustee processing fees associated with the acquisition of parcels, etc. will be billed as a direct cost. The estimated direct cost is \$4,000/parcel (only include when a cost is required by the Client).

## COMPENSTION

The table below summarizes the appraisal, appraisal review and negotiation costs for each of the 5 parcels. The appraisal reviews will be completed by Polach.

PIN	Appraisal	Appraisal Review	Negotiation	Fee
11-04-16-400-021	\$3,000	\$1,500	\$4,000	\$8,500
11-04-16-400-025	\$3,000	\$1,500	\$4,000	\$8,500
11-04-22-100-009	\$3,000	\$1,500	\$4,000	\$8,500
11-04-21-200-007	\$3,000	\$1,500	\$4,000	\$8,500
11-04-20-200-001	\$3,000	\$1,500	\$4,000	\$8,500
<b>TOTAL</b>				<b>\$42,500</b>

Yours truly,

**HAMPTON, LENZINI AND RENWICK, INC.**



ReJena Lyon, PE, PLS

President/CEO





## EXHIBIT D

### DIRECT COSTS SUMMARY

PROJECT: Renwick Road Multi-Use Path Phase II Engineering Services

\*Fees for certain tasks, such as title commitments and wetland permitting, may be subject to adjustment based on actual requirements and agency feedback.

			Other Miscellaneous Expense		Travel		TOTAL DIRECT EXPENSES
					Miles	Mileage Cost	
TASK		UNIT COST	UNIT COST	TOTAL		\$ 0.66	
	QTY	UNIT				Per Mile	
<b>SITE VISITS</b>							<b>\$ 260.00</b>
Survey Crew - 4 days at 30 miles (roundtrip from Woodridge)	4	VISIT(S)			120	\$ 78.66	\$ 80.00
Arborist - 2 days	2	VISIT(S)			60	\$ 39.33	\$ 40.00
Wetland Delineation Field Work + Meeting - 4 days	4	VISIT(S)			120	\$ 78.66	\$ 80.00
Any necessary field meetings during Ph III	3	VISIT(S)			90	\$ 59.00	\$ 60.00
<b>RIGHT-OF-WAY VERIFICATION</b>							<b>\$ 7,000.00</b>
Title Commitments to establish Plats & Legals (\$750 per PIN)	6	PARCELS	\$ 750.00	\$ 4,500.00			\$ 4,500.00
Monumentation	1	LSUM	\$ 2,500.00	\$ 2,500.00			\$ 2,500.00
<b>PRELIMINARY SITE INVESTIGATIONS</b>							<b>\$ 11,500.00</b>
Field Supplies	1	EA	\$ 1,000.00	\$ 1,000.00			\$ 1,000.00
Drilling and Lab Analysis	1	EA	\$ 10,500.00	\$ 10,500.00			\$ 10,500.00
<b>LAND ACQUISITION SERVICES (HLR)</b>							<b>\$ 45,750.00</b>
Negotiations	5	EA	\$ 4,000.00	\$ 20,000.00			\$ 20,000.00
Appraisal + Appraisal Reviews (IF NECESSARY)	5	EA	\$ 4,500.00	\$ 22,500.00			\$ 22,500.00
Updated Title Commitments (2x, IF NECESSARY)	10	EA	\$ 100.00	\$ 1,000.00			\$ 1,000.00
Title Policy Fees (IF NECESSARY)	5	EA	\$ 250.00	\$ 1,250.00			\$ 1,250.00
Recording Fees (IF NECESSARY)	10	EA	\$ 100.00	\$ 1,000.00			\$ 1,000.00

\$ 64,250.00	\$ 260.00	\$ 64,510.00
TOTAL OTHER EXPENSES	TRAVEL COSTS	TOTAL DIRECT EXPENSES